



STATE OF NEW HAMPSHIRE POSTSECONDARY EDUCATION COMMISSION

Financial Aid | Degree-Granting Approvals | Closed School Transcripts | Research/Studies | Veterans State Approvals | Career School Licensing

MINUTES OF MEETING OF SEPTEMBER 14, 2006

A regular meeting of the Postsecondary Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Thursday, September 14, 2006. The following members were present:

Stephen Reno, Chair
George Hagerty, Vice Chair
Stanley Colla
Michael Day
Mary Ellen Fleeger
Helen Giles-Gee
Lucille Jordan
Paul LeBlanc
David Mahoney
William Nevius
J. Bonnie Newman
Eli Rivera
Sara Jayne Steen
Lyonel Tracy

The following persons also attended: Steve Appleby, President, New Horizons, Nischal Chandra, President, Universal Media, representing Career School Licensing; James Craiglow, President Emeritus/Chancellor Emeritus, Antioch University New England, Curtis Smith, Chief Academic Officer, Southern New Hampshire University, representing Chester College of New England; Mary Jo Greco, President, James Dorris, V.P. of Academic Affairs, representing Hesser College; L. Donald Wenz, President, Sonal Kumar, Dean, representing Lebanon College; Jeffrey Karls, President, Donald Regan, Executive Vice President, Paula Rogers, Esq., Dave Currier, representing Magdalen College; Paul Leather, Director, Division of Adult Learning and Rehabilitation, N.H. Department of Education; Kathryn Dodge, Executive Director, Patricia Edes, Assistant to Executive Director, Lynn West, Program Assistant, Larry Elbroch, Administrator of Licensing and Approvals, Judith Knapp, Coordinator of Financial Aid/Research & Studies, Catherine Yeager, Transcriptionist.

- 1) Chair Reno welcomed new Commissioners and asked those present to introduce themselves.

- 2) On the motion of Ms. Jordan, seconded by Mr. Colla, the members accepted the minutes of May 18, 2006. The motion passed without dissent.
- 3) Ms. Fleeger moved, seconded by Mr. Day, to accept the following Annual/Progress/Other Reports:
 - a. Gallaudet University – Approval to accept the Annual Report on Graduate Extension Courses in New Hampshire in Coordination with the University of New Hampshire – Manchester. Gallaudet University’s reporting schedule was also revised with annual reports due by December 31, 2007 and December 31, 2008 outlining developments in enrollment, curriculum, faculty credentials, and site(s). Authority to offer graduate extension courses in the State of New Hampshire in coordination with the University of New Hampshire, Manchester would expire June 30, 2009.
 - b. Lebanon College – Approval to extend degree-granting authority until March 1, 2007 for the Associate of Arts, Associate of Science in Business, and Associate of Science in Radiography to consider alignment of current Commission approvals with the Accrediting Council for Independent Colleges and Schools.
 - c. Massachusetts College of Pharmacy and Health Sciences – Approval to accept accreditation by the Accreditation Review Commission of Education (ARC-PA) for the Master of Physician Assistant Studies in lieu of a Commission evaluation. This was with the condition that copies of the following type of correspondence from the ARC-PA be forwarded to the Commission:
 1. Accreditation history sheet
 2. Institutional self-study
 3. Final team report
 4. Institutional response to visiting team report
 5. Notification letter
 6. Progress reports, including any substantive change reports, etc.

The Commission would also be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence. Length of approval would be aligned with ARC-PA. Annual reports outlining developments in program(s), faculty, enrollment, and location would be due December 31st of each year. Authority would expire at the end of any calendar year for which required report(s) are not received.
 - d. Massachusetts College of Pharmacy and Health Science – Approval to accept accreditation by the Accreditation Council for Pharmacy Education (ACPE) in lieu of a Commission evaluation. This was with the condition that copies of the following type of correspondence from the ACPE be forwarded to the Commission:
 1. Accreditation history sheet
 2. Institutional self-study
 3. Final team report
 4. Institutional response to visiting team report
 5. Notification letter

6. Progress reports, including any substantive change reports, etc.

The Commission would also be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence. Length of approval would be aligned with ACPE. Annual reports outlining developments in program(s), faculty, enrollment, and location would be due December 31st of each year. Authority would expire at the end of any calendar year for which required report(s) are not received.

- e. McIntosh College – Approval to accept the Annual Report and revise McIntosh College’s reporting schedule. An annual report would be due by December 31, 2007 demonstrating the College’s progress as it relates to academic policy revisions for faculty and program review activities. Authority to offer the Associate of Science and the Associate of Business Science would expire June 30, 2009. McIntosh College would provide the Commission with copies of all current and future correspondence with the New England Association of Schools and Colleges (NEASC) regarding the status of their accreditation as they pursue approval to transition from the Commission on Technical and Career Institutions (CTCI) to the Commission on Institutions of Higher Education (CIHE). The Commission would also be invited to attend any site visit(s). The next site visit is scheduled for April of 2007. Authority would expire at the end of any calendar year for which required report(s) are not received.
- f. Franklin Pierce College – Approval to change name of *Doctor of Arts in Transformational Leadership* to *Doctor of Arts in Leadership*.
- g. Hesser College – Approval to offer the following Associate of Science degrees: Associate of Science in Interior Design, Associate of Science in Medical Assisting, Associate of Science in Paralegal, and Associate of Science in Communication. These degrees were approved to align records of Hesser College with the Commission.

The motion passed without dissent.

- 4) Mr. Craiglow, Chair, reported on behalf of the Chester College of New England Evaluation Committee. Chester College of New England had requested approval to advertise for the Master of Arts in Socially Responsible Media. The Evaluation Committee also included Curtis Smith, Vice President of Academic Affairs at Southern New Hampshire University, Geoff Poister, Department of Film and Television, College of Communication at Boston University, and Executive Director Dodge. The site visit was held on September 7, 2006, the Evaluation Report is in the process of being prepared, and a full report will be placed on the December 14, 2006 agenda. The Evaluation Committee found the proposed program consistent with Chester College of New England’s purpose and mission and unanimously recommended that approval be given to advertise and recruit for the Master of Arts in Socially Responsible Media. Mr. Rivera moved, seconded by Mr. Mahoney, to accept committee recommendations. The motion passed without dissent, with Mr. Nevius abstaining.

- 5) Executive Director Dodge presented the Commission's N.H. Code of Administrative Rules, Evaluation of In-State and Out-of-State Degree-Granting Postsecondary Institutions with a Physical Presence, Place of Contact, or Conducting Advising/Mentoring or Instructing in New Hampshire, Pos 1000. Following the vote to accept the rules at the May 18, 2006 Commission meeting, it came to the attention of Executive Director Dodge that there were mixed opinions about the meaning of the vote. Rules approved at the May 18, 2006 Commission meeting required institutions to have New England Association of Schools and Colleges (NEASC) accreditation. To satisfy concerns expressed by the Joint Legislative Committee on Administrative Rules (JLCAR), as well as Magdalen College and Lebanon College, language was changed to require institutions to be in good standing with a U.S. Department of Education (USDOE) recognized institutional accrediting agency. Proposed rules were circulated that included two alterations from those previously considered. (1) Require all NH institutions to have USDOE recognized institutional accreditation (Pos 1005.02 (h) and (i), Page 19; (2) Clarify applicability Pos 1001- Page 1-2

Mr. LeBlanc moved, seconded by Mr. Nevius, to adopt fixed language for the final proposal. The motion passed without dissent.

- 6) Executive Director Dodge presented a recommended plan for future Commission evaluation activity as follows:
- a. All progress/annual reports from colleges or universities that are on a reporting schedule shall be due on December 31st of each year, with the following exception:

If the institution has a degree program that expires or needs to be reviewed by June 30th of a given academic year, then the institution would prepare an evaluation report which would replace the progress/annual report. These reports would be due by December 31st the previous calendar year.
 - b. All program approval expiration dates shall be June 30th. In this way, the Commission can schedule its team visits each spring, using the evaluation report that is filed by December 31st, in order to complete action on each program prior to its expiration date.
 - c. Institutions proposing new programs are encouraged to submit their evaluation reports by September 1st and a site visit would be scheduled for the fall.
 - d. All out-of-state institutions with approval to operate in NH (offering open or closed courses, programs or degrees) shall be required to provide annual reports outlining developments in enrollment, curriculum, faculty credentials, site(s), and any other area specified by the Commission by December 31st of each year.

Ms. Jordan moved, seconded by Mr. Day, to accept the recommended plan. The motion passed without dissent.

- 7) Executive Director Dodge presented the *Annual Private Postsecondary Career School Fee Schedule*. When statutes were revised to expand the surety alternatives, the language used specified that the amount to be used for the letter of credit and certificate of deposit would be determined by the Commission. The current fee for the student tuition guaranty fund is a sliding scale based on each school's annual gross tuition. As of the end of FY 2006, the fund has a balance of \$83,935.41. The recommendation is that the fee does not change. The fee is based on a sliding scale from .15% to .35% of the school's annual gross tuition depending upon the size of the school.

Mr. Mahoney moved, seconded by Ms. Jordan to accept recommendations. The motion passed without dissent.

- 8) Mr. Appleby, newly appointed President of the N.H. Association of Professional Educators, spoke on behalf of the newly formed consortium of private postsecondary career schools. As the Commission has oversight of career schools, the consortium requested that consideration be given to support legislation creating two seats specifically for career schools. Discussion followed. It was agreed that Commission staff would develop a recommendation and submit it to the full Commission in advance of the December 14, 2006 meeting.
- 9) Mr. Chandra is President of Universal Media Corporation, a private company with a number of divisions, including Universal Media Institute, a N.H. licensed online career/professional school. Mr. Chandra wanted to know what position the Commission would take if another division of the Universal Media Institute pursued a partnership with the University of Newcastle, Australia or another out-of-country college/university that proposed to offer on-line degrees. Discussion followed. The Commission requested that Executive Director Dodge seek a legal opinion from the N.H. Department of Justice and report back to the Commission.
- 10) Executive Director Dodge presented a request from the Veterans State Approval function to support a national effort to resist funding cuts through communication to representatives who sit on the U.S. House of Representatives Committee on Veterans Affairs, and Governor John Lynch. If Congress passes this bill, funding would be reduced from the current \$19 million to \$13 million. Commission members supported this effort.
- 11) Executive Director Dodge presented highlights of her Executive Director Report. These included the construction of a new web site with thanks extended to Mr. Elbroch for his leadership; and the new partnership with Granite State Management and Resources for a New Hampshire Incentive Program web-based application that will significantly improve the process for both institutions and the Commission
- 12) Mr. Leather presented guidelines/update on interagency agreements between colleges and universities and the N.H. Division of Adult Learning and Rehabilitation. This agreement now includes services to students regardless of their disability. Previously, this agreement was only for deaf and hard of hearing students. Agreements for the public colleges and universities were close to being resolved; private colleges and universities will most likely be coordinated through the N.H. College and University Council in order to provide them with more time for consideration.

13) Under Other Business:

- a. Executive Director circulated the Commission's *Accomplishments and Future Objectives*
- b. Executive Director Dodge circulated the Commission's budget for 2008-2009
- c. Executive Director Dodge informed Commissioners of possible legislation to be submitted by the N.H. Department of Health & Human Services, Division for Children, Youth & Families for a tuition assistance program for foster children who wish to go on to higher education.

The meeting adjourned at 3:30 p.m.